

DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building, Room 1A, 127 East Oak Street, Juneau, WI 53039

Date: November 6, 2013

Call to order: The meeting was called to order by Chairman Mattson at 8:30 a.m. with the following members present: **Rodger Mattson, Paul Marose, Clem Hoelzel, and Ed Nelson**

Excused: Chester Caine

Also present: Russell Freber, Director of Physical Facilities; Phillip McAleer, Asst. Director of Physical Facilities; Brenda Saugstad, Secretary; James Mielke, County Administrator; Janet Wimmer, Human Services & Health Director; County Supervisor Tom Schaefer; Gary Vanden Houten and Judy Patenaude, members of the ADRC Board. (Aging and Disabilities Research Center)

Minutes: A motion was made by Nelson and seconded by Hoelzel to approve the minutes of the October 2, 2013 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

A discussion was held with Gary Vanden Houten, Judy Patenaude, Jim Mielke, and Janet Wimmer regarding concerns on signage and access to the ADRC Department in the Henry Dodge Office Building for the elderly and handicapped clients. The committee will consider the issues presented and thanked the ADRC board members for taking the time to present their concerns.

Chairman Mattson reported he attended numerous meetings related to additional security for the Courthouse including locking one door in each courtroom and adding additional security to the court security station.

A motion was made by Nelson and seconded by Marose to approve Supervisor Mattson's request for a per diem for his attendance at the Court Security meeting held on November 1, 2013 at 9:00 a.m. Motion carried.

Russ Freber reported on the following maintenance operations and projects:

The stone work on the Administration Building is completed for this year. Funds were requested in the 2014 budget to make repairs to the interior of the building. Additional stone work will need to be budgeted for in 2015.

The Public Health Department and the remaining administration offices are moving into Henry Dodge Office Building today. The CBRF will open on November 11.

A surplus office furniture sale will take place at the Office Building from 9:00 a.m.-3:30 p.m. on November 13 (employees) and November 14 (public).

The vacant Custodian II position in the 2013 budget has been filled and the new employee will start on Monday, November 11, 2013. This vacancy was created by the former employee's failure to complete probation. The Human Resources Committee approved a request for an LTE position until the end of the year to cover a Custodian II who will be off on medical leave.

The next meeting is scheduled for Wednesday, December 4, 2013 at 8:30 a.m. in Room 1A of the Administration Building.

Adjournment: There being no further business to come before this committee, a motion was made by Hoelzel and seconded by Nelson to adjourn the meeting at 10:05 a.m. Motion carried.

Respectfully submitted,


Clem Hoelzel, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.